HRSA Grantee Conference Call and Q&A

US Affiliated Pacific Island Grantees

April 2017

Office of Federal Assistance Management (OFAM)
Health Resources and Services Administration (HRSA)

Operator

- **Grantees are in listen-only mode initially**

- **How/when to ask a question**

- **HRSA personnel will present grants information. Then open the call for questions and answers**

Agenda

- Welcome
- Reminders
- Reviewer Recruitment Module
- Division of Grants Policy Update
- Unobligated versus Unliquidated
- Top Audit Findings
- Q&A

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Welcome

- HRSA Contact Center hours: 8 a.m. to 8 p.m. (ET)

- HRSA Contact Center number: (877) 464-4772.

Reminders

- Payment Management Services (PMS):
  877-614-5533 or http://www.dpm.psc.gov/

- Bureau of Primary Health Care: 1-877-974-2742.
  or **http://www.hrsa.gov/about/contact/bphc.aspx**

- Update your SAM.gov and Grants.gov registrations.

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Reminders

- **EHBs Help and Ticketing System:**
  http://www.hrsa.gov/about/contact/ehbhelp.aspx

- **HRSA is on YouTube!**

- **Additional Resources: etc. Visit**
  http://www.hrsa.gov/grants/manage/index.html

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Reminders

Correspondence with HRSA

Reminders

- The HRSA Grants TA webpage: http://www.hrsa.gov/grants/apply/
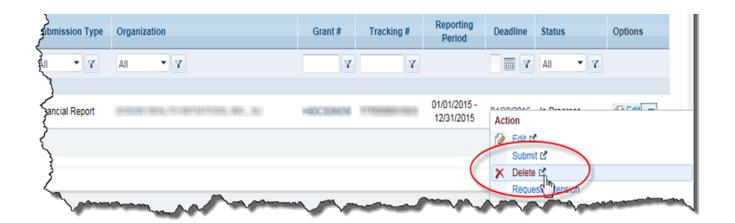
- Provide Feedback on your Grant Experiences: https://cxo.dialogue2.cao.gov/

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New Feature to the FFR Module in EHB

- With the new FFR module in EHB it will allow recipients to delete an FFR revision that was started in error.

Division of Independent Review

The role of HRSA's Division of Independent Review (DOR) is to plan, carry out and oversee a fair, ethical and objective review for all discretionary grant applications.

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Division of Independent Review

- HRSA has specific interest in the following areas:
- Health professions training
- HIV/ AIDS
- Maternal and child health
- Organ transplantation
- Primary care for underserved people
- Rural health

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Become a HRSA Reviewer

- Provide a great service to the HRSA mission

- Gain knowledge of the HRSA objective review process

- Discover strategies to writing strong grant applications

- Learn about common problems with grant applications

- Develop relationships with panel members related to your interests

- Register in the HRSA Reviewer Recruitment Module (RRM)

- http://www.hrsa.gov/grants/reviewers/index.html

- **D**ivision of **I**ndependent **R**eview

Division of Grants Policy – Application Forms

- **Application Guide updates**

  The link is in every Notice of Funding Opportunity

Division of Grants Policy – Key Contacts Form

Division of Grants Policy – Grants.gov

- ## Grants.gov Workspace Video
  - **Video: How Grants.gov Workspace Optimizes the Application Experience for Teams**

  - https://blog.grants.gov/2016/07/05/video-how-grants-gov-workspace-optimizes-the-application-experience-for-teams/

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Unobligated Balances vs. Unliquidated Obligations

- **Unobligated balance:** portion of the funds authorized for expenditure under an award that has not been obligated by the end of a budget period.

- **Unliquidated obligations:** on a cash basis are obligations incurred, but not yet paid. On an accrual basis, they are obligations incurred, but for which an expenditure has not yet been recorded.

Delinquent Audits

- **Recipients (and sub-recipients) expending $750K or more in federal awards <u>MUST</u> have a single audit conducted and submitted to the Federal Audit Clearinghouse within the earlier of**
    - **30 days** after receipt of the auditor's report; **OR**
    - **Nine months** after the end of the audit period.

- **An audit is delinquent if it is not submitted timely!**
    - #2 HRSA Audit Finding for FY 2016

- **Single Audit Requirement - 2 CFR 200(f)**
    - Codified for HHS at 45 CFR 75.501

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Audit Confirmation Requests – Single Audit

- **Information typically requested by auditors:**

  - Confirmation of payments to date (grant specific)
    - Budget Period
    - Life of Grant
  - Confirmation of total authorized funding
  - Copies of all monetary awards
  - Copy of approved budget
  - Conditions placed on the award

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How Grantees can gather information for Auditors
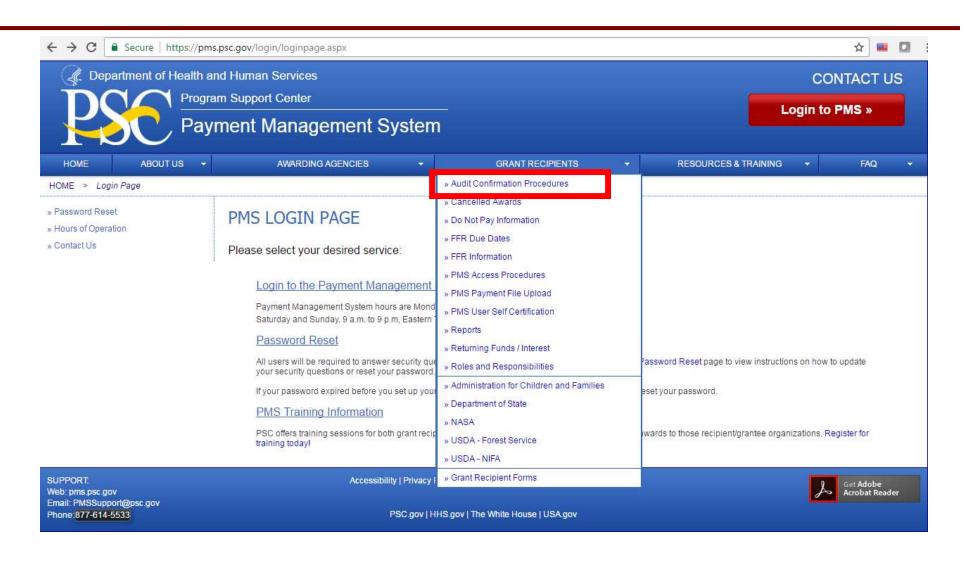
- **All information is accessible through:**

- Notice of Award

- Terms and Conditions
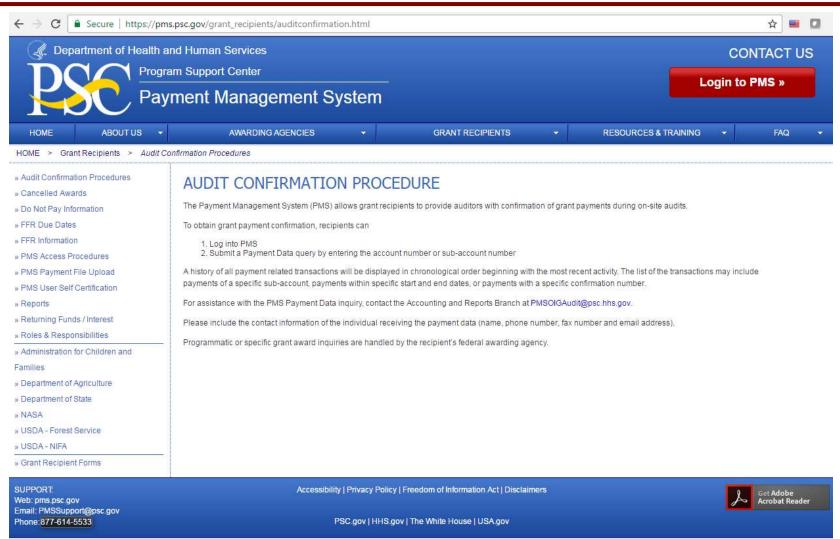
- Approved Budgets

- Payment Data Inquiry

Audit Confirmation Procedures in PMS

Audit Confirmation Procedures in PMS

OFAM Technical Assistance Initiative

- **New 2017!**

DFI has been tasked with providing proactive preventative fiscal technical assistance to HRSA grantees.

- **Goal(s):** Ensure recipients are in the best position to achieve operational excellence, properly manage and report on their funding.
  - By implementing preventative technical assistance, DFI will help grantees avoid future audit findings and potential disallowed costs that would need to be returned to HRSA.

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Question & Answer

- **Please have your grant number ready**

- **If we cannot answer your question, we will take your contact information and get back to you**

Upcoming Topics

- **Do you have a topic you would like to see presented during an upcoming TA call?**

- **Email your ideas to HRSAPostAwards@hrsa.gov**

Contact Information

Jason Mastrangelo
Division of Financial Integrity
JMastrangelo@hrsa.gov
301-443-3626

James Willie
Division of Grants Policy
JWillie@hrsa.gov
301-443-8989

Captain Erik Peirce
Division of Independent Review
EPierce@hrsa.gov
301-443-0838

Melissa Reyes
OFAM/ODOM EHB Support
MReyes2@hrsa.gov
301-443-5157

Web: https://www.hrsa.gov/about/organization/bureaus/

Twitter: https://twitter.com/HRSAgov

Facebook: https://www.facebook.com/HRSAgov/

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